
NASHUA ETV COMMITTEE MEETING MINUTES

Tuesday, January 13, 2015

Berard Masse Administration Building

A regular, monthly meeting of the Nashua School District Nashua ETV Committee was held Tuesday, January 13, 2015 at 10:00 am. The meeting was held in Conference Room 1 in the Berard Masse Administration Building. Chair Stacy Hynes, Director, Grants and Community Development, presided; Dana Naas, Secretary, Grants and Community Development, recorded.

Committee members present:

Cherrie Fulton	Nashua School District
Jenn Hosking	Nashua Public Library
Ed Lecius	Nashua Police Department
Theresa Lucier	Bishop Guertin High School
Pete Johnson	Nashua ETV Administrator

Roll Call: Stacy opened the meeting at 10:06 am and performed roll call.

Review 12.08.14 Meeting Minutes: Stacy asked members to review the December 8, 2014 meeting minutes. There were no corrections or changes.

**ED LECIUS MOTIONED TO ACCEPT THE December 8, 2014 MEETING MINUTES;
CHERRIE FULTON SECONDED.
SO VOTED.**

Alderman Proposal to Reduce Number of Members on the CTAB Advisory Committee: Ed Lecius said Mayor Lozeau supports legislation proposed by Alderman Moriarity to reduce the number of members on the CTAB Advisory Committee from 15 to 10, serving three-year terms. The first reading of the proposal will take place at tonight's meeting. The proposed 10-member committee would include the Director of the Library or designee, the Superintendent of Schools or designee; the IT Director, one member of the business community appointed by the Mayor; four Nashua residents appointed by the Mayor; the Emergency Planning Coordinator, and a Board of Aldermen representative. The new proposed membership removes representatives from Fire, Corporate Counsel, Police, Public Works and the Mayor or designee.

Budget Review: 12.31.15 Financials: Stacy distributed copies of the City of Nashua Special Revenue Funds Revenue and Expense Detail Fiscal Year 2015 Through December 31, 2014 Government and Education Channels Fund. The largest expenditures are for Videography Services and Equipment Repair and Maintenance. Stacy asked Pete if the budget for both the Government and Education Channels of \$460,969.00 and the amount expended of \$345,303.66 is correct. Pete said the \$460,969.00 includes about \$200,000 Capital Improvement carry-over from last year. The actual budget is roughly \$250,000.

Jenn Hosking asked Pete what is included in Miscellaneous Revenue (\$1,000) and Accumulated Earnings (\$159,969). Miscellaneous Revenue includes donations and utilities for Public Access. Pete said he will look into what is covered under Accumulated Earnings. Pete added that the Capital Improvements amount will decrease as more purchases are made. Pete said that, in general, most of the expenses are less than the amount budgeted.

Ed said that in the past the budget was broken out separately for the Government Channel and the Education Channel. The new Lawson accounting systems does not permit that. Pete said he will identify the actual funds and define Miscellaneous Revenue and Accumulated Earnings. Pete said there is no itemized listing but just a total of expenditures.

Comcast Franchise Agreement: Public Hearing 7 pm, Wednesday, December 10:

- **Stacy represented the Committee and read letter at Hearing:** Stacy went to the meeting.
- **Next Steps?:** Stacy asked Pete what the next step will be on approving the COMCAST Franchise Agreement. Pete said the agreement committee continues to meet and will negotiate the agreement with COMCAST. Stacy obtained the link for the minutes from the public hearing on December 10:

<http://nashua->

gov.ezstream.com/play/index.cfm?fuseaction=embstay&id=471CD779CE&dsplvl=brd&org=EZ

Ed said at some point the COMCAST franchise agreement will be sent to the Board of Aldermen for a vote.

- **Future Equipment Expenditures for Nashua ETV:** Pete said expenditures for future updates on equipment for high definition capability and performance will be needed.

Joel Iwaskiewicz, Nashua ETV Host for *I on Education*: Stacy said Joel is doing a very nice job with the interviews. The interview with Deepika Kurup was a great kick-off to the interview series.

- **11.24.14 Interview with Deepika Kurup** - Nashua High School North junior, invention for a water purification system
- **12.21.14 Interview with Alexa Keane** – Local former student - Assistant Producer for *America's Got Talent*
- **01.06.15 Interview with Robin Peringer** – Empty Bowls Project. Pete said the interview will air next month.
- **02.02.15 Interview with Dan Donovan** – Chief Operating Officer for the Nashua School District – overview of the upcoming District budget
- **03.10.15 Youth Art Exhibition on March 10** - Pete said Joel will interview some of the students at the exhibition.
- **Next Interview?**
 - ◆ Mike O'Malley – Stacy said she reached out to him but has not heard back yet.
 - ◆ John Seusing – Recently retired Chief of Police in Nashua. Ed said John would be an excellent choice for an interview.

Peter Johnson, Nashua ETV Access Administrator Report: Pete reviewed the report for December 2014. There were 402 telecasts representing over 380 hours of local programming, including seven live meetings. Highlights included recording:

- 21st Century Program students tree decorating at City Hall
- Winter Band and Choral Concerts in four Nashua schools
- Santa Fund Concert at NHS South
- Lessons and Carols at Nashua Catholic Regional Junior High School
- Reading of the Snowman Story at the Title I Preschool
- Fairgrounds Middle School Choir with Granite Statesmen Holiday Concert
- Seniors Count Program *Historical Stories*
- *I on Education* with Joel Iwaskiewicz, Episode 2, Alexa Keane
- Holiday Tournament basketball and hockey games Dec 26-31
- **BOE/Student-Produced/Sports Programming** – Stacy asked Pete if he has received student programs to air on Nashua ETV. Pete said no programs have been offered from the high school. Stacy said she will contact teacher Jeff Leone to see if there are any student programs available for Nashua ETV.

Review and approval of suggested announcements/suggested programming:

- **Suggested Announcements**

- Kindergarten Registration

Stacy said we would make an effort to promote posting announcements. The announcements are shown daily between 6:00 and 8:00 am as well as periodically during the day. Pete said the Nashua Public Library has posted several announcements and he will be looking for more spring-related announcements.

- **Suggested Programming**

- **NHIAA PSAs: Life of an Athlete**
- **BOE Public Hearing on FY16 Budget: 03.18.15** – Stacy said several Board of Education meetings will be coming up due to work on the school budget. The public budget meeting will be on Wednesday, March 18 at NHS North. Stacy asked Pete if he had contacted John Franzini, former parent volunteer who helped run the production room at North, to see if he can help with this meeting.
- **Middle School Basketball Tournament: January 24** – Pete said he will cover a basketball tournament for middle school boys and girls initiated this year by Lisa Gingras, District Athletic Director. Nashua's three middle schools, Elm Street, Fairgrounds, and Pennichuck will compete along with Nashua Catholic Regional Junior High.
- **Nashua Public Library:** Pete said he will record the fishing meeting at the Nashua Public Library. He also recorded the recent jazz concert held at the Library.

Publicity: None.

Communication: None.

Public Comment: None.

Adjournment: **ED LECIUS MOVED TO ADJOURN THE MEETING. ALL SECONDED. SO VOTED.**

Stacy adjourned the meeting at 10:45 am.

The next Nashua ETV Meeting is on
Tuesday, March 10, 2015
10:00 am - Conference Room 1
Berard Masse School Administration Building

2 Attachments:

- 1) E-Channel Access Administrator's Report, January 13, 2015
- 2) City of Nashua Special Revenue Funds Revenue and Expense Detail Fiscal Year

Dana Naas, Secretary
Grants and Community Development, Nashua School District